**MVAAC GRANT GUIDELINES**

The Mount Vernon Area Arts Council (MVAAC) created its grant program to encourage and support the arts in the Mount Vernon-Lisbon area; projects must serve these communities. To be considered, applications must be submitted on current application forms with all requirements met.

Applications are typically reviewed at the Council’s first regular meeting following submission. The Council meets at 7 pm the second Wednesday of each month at First Street Community Center. Applicants will be notified of Council action – approval or denial -- via email.

For current information, please go to www.mvaac.org

**ELIGIBLE PROPOSALS**

* Must benefit the Mount Vernon-Lisbon community as indicated in the organization’s by-laws:
1. *To promote and support the arts.*
2. *To promote arts resources through a variety of educational programs and events.*
3. *To develop and maintain suitable artistic programs.*
4. *To serve the citizens of Mount Vernon-Lisbon by assisting and interacting with other public service agencies to promote the arts in local schools, colleges, and the general community*.
* Must be free, accessible and viewable to the public; cannot directly profit an individual or business.
* Must be visual, audio or performance-based projects/programs.
* Must be installed/completed within 90 days following approval unless an extension is granted.

**FUNDS**

Maximum request for funds is **$500** unless the Council makes an exemption such as a sculpture on public property or a mural on a highly visible structure. Exemptions may also occur when MVAAC donor has specified use of funds.

**ELIGIBLE EXPENSES**

* Materials and supplies necessary for artwork/performance
* Fee/stipend/expenses for artists/performers
* Contract labor for installation, prep work, etc.
* Transportation, fees, etc. associated with arts education projects

**APPLICATION PRIORITIES**

* Projects must have artistic, educational and/or cultural value that are not currently being addressed in the Mount Vernon-Lisbon area.
* Projects must be accessible to community members.
* Project/program goals must be altruistic and not designed for personal/business profit or growth.
* Match is not required but priority will be given to applicants showing in-kind and/or cash match.
* Priority will be given to applicants not funded in previous 12 months.

**TIMEFRAME**

To provide the MVAAC Board sufficient time to fully discuss and consider proposed projects, applications should be submitted at least **60 days** prior to project/program start. Non-compliance with the timeframe may result in application dismissal.

**RECIPIENT REQUIREMENTS**

Grant recipients shall:

* Acknowledge MVAAC in project/program promotional materials, programs, announcements, etc. with credit line and logo, if applicable.
* Document project with:
	+ digital photographs
	+ project summary (on form provided)
	+ copies of printed materials with MVAAC logo/credit line

Submit project documentation via email to *mvartcouncil@gmail.com*within 60 days following completion of project/program.